

Budget Task Force - Selectmen Meeting Minutes
February 12, 2015 - 8:00am
Truro Town Hall

Selectmen Present: Jay Coburn, Maureen Burgess, Paul Wisotzky and Bob Weinstein.

Finance Committee Present: Bob Panessiti, Lori Meads, Roberta Lema, and Richard Wood

Staff/Others: Rae Ann Palmer, Trudi Brazil, Charleen Greenhalgh

The meeting called to order by Mr. Coburn for the Board of Selectmen and Mr. Panessiti for the Finance Committee at 8:10am.

Review of the overall budget

Ms. Palmer reviewed the overall budget. The overall recommended budget from the Town Administrator is \$17,994,073.29. She hi-lighted some of the recommended changes, which include: increase to the librarian hours from 35 to 40 hours, which would bring this position more in-line the actual hours required of the position. Cuts to the inclusion specialist funding to mirror what has actually been spent over the past couple of years. Three CIP items have been suggested to be Capital Exclusions (Dump truck, Defribulator, Playground refurbishment.) The question was asked if the Capital Fund could be used to cover the cost of the truck. Generally that fund has been used for buildings. There is concern that if the Town does not vote to approve the truck, would the Town be in a difficult position. A discussion ensued as to a plan for the replacement of vehicles within the DPW. This will be done over the next year so as to have a more accurate 5 year CIP for all vehicles and other capital items. A discussion ensued about the funding of Capital items and projects and a plan necessary to move forward. The overall budget has increased by \$317,561.15 or 1.8%, made up primarily by increases in health insurance, education and fire department. The group asked Ms. Palmer to look at the overall budget to see if the truck can be incorporated back in, so as not to have to have this as a Capital Exclusion.

Mr. Weinstein asked about the increase in legal costs. Per Ms. Palmer this is due to labor and negotiated related increases. Mr. Panessiti asked about the placement of items on the CIP. Currently it is items of \$5,000 or more that go onto the CIP. This number seems low. Discussion on other methods for addressing CIP items and whether they should be included in the individual department budgets or on the CIP. This will be looked at further. Ms. Palmer explained that starting with next fiscal year she will be asking each department to prepare a quarterly report to explain the spending or lack of spending. The Town is also moving towards purchase orders, which will allow for a better overview and control of spending. Mr. Weinstein would like to see a number of departments being self-sustaining (or as self-sustaining as possible) through fees and revenue (Building, Health, Harbor, Beach and Recreation name a few.) Fees are being looked at now across the Board. Ms. Lima asked about requiring business to be licensed.

Mr. Panessiti raised questions about OPEB. This year \$300,000 is begin proposed. It is suggested that this fund will go up each year. An actuarial analysis is currently being done through the County. A question was asked about the Fire Chief salary. As it is anticipated to increase, does the proposed budget cover this between two individual. Per Ms. Palmer, yes. A COLA is being proposed and a proposal for a merit increase. Ms. Lima brought up again an increase to the Selectmen's salary. Mr. Wisotzky appreciates this however; he is not supportive of this as he sees himself as a volunteer. Mr. Coburn is not supportive as he believes it gives a bad message for fiscal stability.

Mrs. Brazil reviewed the FY16 Projected Available Spending Capacity, at this time the current projections show a \$16,000 surplus.

Ms. Palmer reviewed other changes that she would be recommending:

Transfer Station – closing on non-season holidays. The prevention of out of town compacter trash haulers from disposing of trash at the transfer station. Looking to get a portable scale so that in town commercial uses can get weighed. Looking for single stream recycling and a new hopper. Closing of the transfer station one day per week – Wednesday.

Beach Office – reducing the number of hours mid-week that the office is open.

The Chamber of Commerce request is still reflexed in the budget.

Snow's Field – Recreation has requested additional fund for removal of weeds on the infield; however the DPW Director believes that his staff can handle this.

Bike and Walkway Committee – seeking money for kits (helmets, etc.) to give away, \$2,000.

Ms. Palmer reviewed items that need to be added to the budget:

- Contractual Life Insurance (Police Chief, Lt and TA), not sure of the cost at this time.
- Request for a 20-hour/week position in the Health Department to replace the inspectional services position that currently exists. This would result in an increase of \$15,000 approximately.
- Cameras for Pamet Harbor – approximately \$6,000.

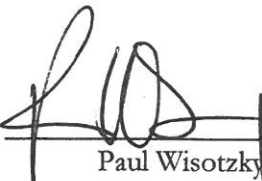
A brief discussion of the warrant ensued as well as increases in revenue.

At 10:18 am both the Selectmen and Finance Committee were adjourned.

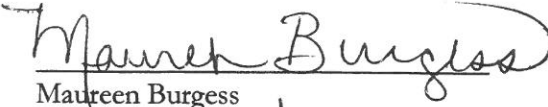
Respectfully submitted, Charleen Greenhalgh, Assistant Town Administrator/Planner.

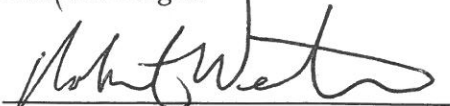
Board of Selectmen


Jay Coburn, Chair


Paul Wisotzky, Vice-Chair

Absent
Jan Worthington, Clerk


Maureen Burgess


Robert Weinstein